



Location: ILCSB–Batavia

Districts: Batavia School District 101 & West Chicago School District 33

Reporting Period: Back-to-School Preparation – 2026–2027 School Year

1. Executive Summary

ILCSB–Batavia successfully completed its Back-to-School (BTS) preparation and training program for the 2026–2027 school year.

A key improvement to this year's BTS process was the decision to **separate training by district** rather than conduct one combined training program. This approach allowed the FTS and management teams to focus specifically on each district's operational requirements, previous-year concerns, lessons learned, and district-specific expectations.

The district-specific approach also provided employees with a focused environment to discuss concerns, review changes, and receive training directly applicable to their assigned routes and district.

2. BTS Training

Both Districts successfully completed **three days of Back-to-School training** with all assigned drivers and monitors participating.

Topics Covered

- Onboarding and welcoming of new employees
- Driver evaluations, including monitor participation
- Review of new district policies and requirements
- District-specific expectations and operational updates
- Samsara overview and basic operations
- Driver and monitor responsibilities
- Engine idle-time management
- Student management and behavior
- Safety policies, procedures, and updates
- Bus emergency response protocols

- Route dry runs and route familiarization
- Shop procedures and reporting
- Dispatch operations and communication
- Charter assignment procedures
- Review and signing of MOUs

3. District and Organizational Representation

The BTS event included participation and engagement from district and organizational leadership.

Batavia School District 101

- **Tom Kim** – Superintendent
- **Deanna Kellum** – Transportation Coordinator
- **Anton Inglese** – CFO / Director of Operations
- **Jon Mickle** – Dir. Of Facilities

West Chicago School District 33

- **Karen Apostoli** – Executive Director of Business and Operations

Their participation provided an opportunity to reinforce district expectations, communicate updates, address concerns, and strengthen coordination between NACSB and district leadership.

4. Route Sheet Issues and Additional Dry-Run Time

*During the BTS process, the team identified **multiple errors and changes on route sheets printed from Traversa.***

Rather than waiting until the start of school to identify these discrepancies, drivers were provided with additional dry-run time to review their assigned routes, identify issues, and make necessary corrections.

This additional time allowed drivers to become familiar with their routes and provided the districts and Jim with the information needed to make the necessary changes before the first day of school.

The additional dry-run time was particularly valuable given the increased route volume and additional transportation services being implemented for the 2026–2027 school year.

5. After-Action Review

*An **After-Action Review (AAR)** was conducted following the BTS event to obtain feedback from drivers and monitors.*

*Overall, feedback was positive. Drivers and monitors expressed that they appreciated the **three-day training format**, particularly the combination of:*

- Daily briefings
- District-specific discussions
- Driver evaluations
- Route dry runs
- Route familiarization
- Additional time to identify and correct route issues
- Hands-on exposure to tablets and basic Samsara operations

Employees indicated that the additional time provided during BTS allowed them to make necessary route changes and become more comfortable with their assignments before the start of regular service.

The AAR also reinforced that district-specific training gave employees a better opportunity to discuss concerns and receive information directly related to their operation.

6. Route Picks

***Route picks were conducted two days prior to the BTS event** and included participation from all applicable union representatives.*

***Greg Glimco, Secretary-Treasurer**, complimented the FTS team on the overall route-pick process and specifically recognized the **efficiency, organization, and layout** of the process.*

The positive feedback from union leadership was an important indicator that the route-pick process was organized, transparent, and efficiently executed.

7. Overall Assessment

The BTS preparation and training process was successfully completed.

*The decision to **separate BTS by district** provided the operation with a stronger opportunity to address previous-year concerns while delivering training tailored to the specific needs and requirements of each district.*

*The increase in routes and expanded transportation services for D101, including the additional **McKinney-Vento transportation**, demonstrates continued growth in the scope of services provided by the Batavia operation.*

The combination of route picks, district-specific training, evaluations, dry runs, technology familiarization, safety training, and the AAR provided employees with additional preparation time before returning to regular school transportation operations.

The identification of route-sheet errors during the training process demonstrated the value of conducting dry runs before the first day of school. Providing drivers additional time to identify discrepancies allowed corrections to be communicated before they could negatively affect students, families, drivers, or district operations.

Key Takeaways

- **BTS training successfully completed by district.**
- **All assigned drivers and monitors participated.**
- **Training was separated by district to address district-specific needs and previous-year concerns.**
- **Driver evaluations and route dry runs completed.**
- **Multiple Traversa route-sheet discrepancies were identified and communicated for correction.**
- **Additional dry-run time was provided to support route familiarization and corrections.**
- **Samsara tablet and basic operational training was provided.**
- **Emergency response, safety, student management, dispatch, shop, and charter procedures were reviewed.**
- **AAR completed with positive employee feedback.**
- **Route-pick process completed with union representation.**

- **Greg Glimco recognized the FTS team for the efficiency and organization of the route-pick process.**
- **District leadership participated and provided direct engagement with the operation.**

Overall Status: SUCCESSFULLY COMPLETED

The 2026–2027 BTS model provided ILC SB–Batavia with a stronger and more deliberate preparation process. Separating training by district, addressing prior-year concerns, accommodating increased route requirements, providing additional dry-run opportunities, and incorporating direct district engagement positioned the operation for a more prepared and successful start to the school year.